



Winter 2021

To: Prospective City Council Candidates

Thank you for your interest in running for office! The current vacant City Councilor term expires on December 31, 2022. The election for this position is scheduled for May 18, 2021. The individual who is elected will begin serving in May 2021 and their term will run through December 31, 2022.

To run for office in West Linn, candidates must be a qualified elector (registered voter) under the State Constitution (*Oregon Constitution, Article II, Section 2*) and shall have resided in the City during the twelve months immediately prior to the election. Elected Officials must continue to be residents of the City during their entire term of office.

The City Recorder will accept candidate filings (Form SEL 101) beginning at **8:00 am Monday, February 1, 2021** through **5:00 pm Monday, March 15, 2021**. West Linn does not have a filing fee nor are signatures required. Due to City Hall being temporarily closed please contact Kathy Mollusky, City Recorder, to schedule an appointment to drop off your candidate filing at 503-742-6013 or kmollusky@westlinnoregon.gov.

This guide provides an overview of the local election process. For more information, candidates should review the West Linn City Charter and Municipal Code online at: <https://westlinnoregon.gov/citycouncil/municipal-community-development-code>.

Candidates also need to be aware of state requirements and should review the state elections website. The current Candidate's Manual is available here: <https://sos.oregon.gov/voting-elections/Pages/default.aspx>.

In addition, the Clackamas County elections website is a valuable source of information: <https://www.clackamas.us/elections>.

As your elections officer, I am a resource for you. Please contact me with questions at 503-742-6013 or kmollusky@westlinnoregon.gov.

Sincerely,

Kathy Mollusky
City Recorder

How to File for Candidacy

Complete form SEL 101: *Candidate Filing – Major Political Party or Nonpartisan* located online at: <https://sos.oregon.gov/elections/Pages/electionforms.aspx>. When completed, please turn into the City Recorder who will provide a list of candidates to the County Elections Office who conducts the election.

Required Campaign Financing

Form SEL220: *Statement of Organization for a Candidate Committee* must be filed within three business days of receiving a campaign contribution or making an expenditure. See the Campaign Finance Manual on the Secretary of State's website at: <https://sos.oregon.gov/elections/Pages/manuals-tutorials.aspx>.

The Oregon Legislature requires that all political committees and chief petitioner committees file campaign finance transactions electronically. It also requires that the Secretary of State provide an electronic filing system to committees free of charge to comply with this requirement. The secure web-based application developed by the Secretary of State is called *Oregon Elections System for Tracking and Reporting (ORESTAR)* <https://sos.oregon.gov/elections/pages/orestar.aspx>. If you have any questions regarding campaign finance requirements, please contact the Secretary of State Elections Division at 503-986-1518 or elections.sos@state.or.us.

County Voter's Pamphlet

If a candidate wishes to file a Statement for the County Voters' Pamphlet, the deadline is **March 22, 2021**. The form is located online at: <https://www.clackamas.us/elections/forms.html>. If you have any questions regarding the Voters' Pamphlet Statement, please contact Clackamas County Elections at 503-655-8510 or elections@co.clackamas.or.us.

Political Signs

Please also familiarize yourself with the City's code for placement of temporary signs <http://westlinnoregon.gov/planning/political-signs-residential-properties>. Every year, candidates or volunteers placing signs in inappropriate locations. When this happens, city staff will remove the sign and place it in the garage at City Hall, 22500 Salamo Road. You are welcome to come by and pick-up any signs that we have removed without a charge. We just ask that you inform your volunteers of the correct locations to place signs.

Subscribe

Subscribe to the City Council Meeting email notices and other emails to stay informed about the latest news, information, and web updates from the City of West Linn: <https://westlinnoregon.gov/e-news>